

MEMORANDUM FOR THE RECORD

Subject: Estimated Cost to the CIA of the 13-14 June 1956 Propellants Seminar

25X1A1a 1. It is estimated that the Propellants Seminar absorbed better than 600-700 man hours of CIA personnel which was the principal item of expense to the Agency. At the 1958 scale of pay the cost would be [REDACTED] 25X1A1a The printing costs were [REDACTED] The total costs to CIA were therefore about [REDACTED] 25X1A1a

2. The above figures do not include costs not borne by CIA. The Defense Department arranged for ten experts in this field to make presentations. They were drawn from the Battelle Memorial Institute, the Solid Propellant Information Agency, and the Air Technical Intelligence Center.

3. The Seminar was the first of its kind and therefore was more time consuming than if it were the second or the third of a series. It provided a two-day briefing to about 65 US Government Officials. Tape recordings were made of the oral presentations which were transcribed, edited and published. EDIC distributed the final transcript which contained 116 printed pages.

4. The estimates are based mainly on time spent by the CIA personnel who made the arrangements for the seminar and carried the project out from beginning to the end. They do not include the time of persons who attended the seminar, and certain additional expenses such as materials and overhead involved in providing the room facilities, building security arrangements, use of motor pool, and use of agency-owned tape-recording apparatus.

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Note: In computing costs from man-hours, it has been assumed that each employee of CIA works an average of 1760 hours a year and that grades and pay-scales were as follows:

<u>Designation of Class of Worker</u>	<u>Grade</u>	<u>Annual Base Pay</u> (in dollars)	<u>Hourly Rate</u>
Clerical, stenographic, tape-recorder operator	GS-4	3755	2.13
Typing and proofing	GS-5	4040	2.30
Editorial	GS-9	5985	3.40
Room arrangements			3.50 ^{1/}
Security Clearance			4.50 ^{1/}
Professional	GS-13	9890	5.62
Supervisory	GS-14	11355	6.45

^{1/} Assumed figure.

S/TD, HMR & VBG
4 Sept 58

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